

THE LANDIS SEWERAGE AUTHORITY
REGULAR MEETING
December 16, 2019

Pledge of Allegiance.

The regular meeting of the Landis Sewerage Authority was called to order by Chairman Reuben at 6:00 p.m. The following members were present at roll call: Barse, Merighi, Villar, Errickson and Reuben were present.

The proper notice was given to all members in accordance with the by-laws.

Chairman Reuben stated that public notice of this meeting, pursuant to the Open Public Meeting Act, has been given in the following manner:

1. Posting written notice in the lobby entrance of the Authority.
2. Hand delivering notices to the offices of the Daily Journal and The Press.
3. Filing written notices in the offices of the Authority and City Clerk.

Also present: Dennis W. Palmer	Executive Director/Chief Engineer
Anthony Tobolski	Field Engineer
A. Steven Fabietti	Solicitor
Carol A. Ricci	Executive Assistant

It was moved by Errickson and seconded by Villar that the reading of the minutes of the regular meeting held on December 2, 2019 be dispensed with and the same be approved in the form submitted to all members by mail. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

The Chairman asked if there were any general public comments or comments on the proposed Resolutions. There were none.

Resolutions:

It was moved by Errickson and seconded by Barse that Resolution No. 2019-122, “Be it resolved by the Landis Sewerage Authority, that the following bills of items or demands are hereby approved and authorized for payment out of the Revenue Fund Revolving Payroll Account.... \$77,024.87”, be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019-123, “Be it resolved by the Landis Sewerage Authority, that the following bills of items or demands are hereby approved and authorized for payment out of the Revenue Fund Bills....

\$219,332.17”, be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019-124, “A Resolution of the Landis Sewerage Authority listing payments from the 2016 Bond Issue Construction Fund adopted July 5, 2019...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019 – 125, “A Resolution of the Landis Sewerage Authority adopting Budget Resolution 2020 Budget Fiscal Year period January 1, 2020 through December 31, 2020...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019 – 126, “A Resolution of the Landis Sewerage authority authorizing a two-year contract with Look First Technology, LLC to provide operating system service and computer hardware maintenance contracts...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019 – 127, “A Resolution of the Landis Sewerage Authority authorizing a contract with Harris Computer Systems to provide software support services...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019 – 128, “A Resolution of the Landis Sewerage Authority authorizing the award of an alternate method contract with New Jersey Manufacturer’s Insurance company to supply Worker’s Compensation Insurance...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019 – 129, “A Resolution of the Landis Sewerage authority authorizing correction on credits, charge-offs, refunds and cancellation of accounts in the amount of \$738.00...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

It was moved by Errickson and seconded by Barse that Resolution No. 2019 – 130, “A Resolution of the Landis Sewerage Authority authorizing a personnel change in the Purchasing Manager’s position...” be adopted. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted “yes”.

Reports:

Executive Director

Dennis Palmer reported that we had another good month on the receiving station. We had a meeting in the Mayor’s office with people from the City and not the mayor. The area

around Utopia and Eureka near the golf course is looking for sewer. It is presently outside of our sewer service area. There is definitely a need there and it's no different than Fisher Gardens. If you look at the homes out there, the stream runs through the front yards and the groundwater is right there. Those homes are having some issues. There are a couple of hurdles such as getting a plan amendment. It still has to be explored with DEP to see what is involved. It will be only for existing homes and since the lots are already cleared there won't be the environmental issues. Perry Barse stated that's where the line was drawn for the Wastewater Management Plan. Dennis stated it was drawn at the stream. The restaurant got in before the plan was approved. Because the groundwater is high, if we did a conventional sewer with a gravity line and you dug the line deep it will be very expensive because of dewatering. We're going to recommend going with pressure sewer. We'll run the line down the street and it will be four feet down and run the lines out to each home. If somebody wants to tie in, they will have to pay a plumber which will include a pumping station and a line to do it. If someone doesn't want to tie in, they won't have the pumping station cost and the line. There may be two people living in the house compared to having kids with laundry and such.

Normally when we do a project down the street and its gravity and you can tie in by gravity, you make them pay the bill after 90 days if they do or don't. We do have an exemption in our rules that says if you have to pump to get into the system you don't pay. Those who choose not to tie in will pay the City assessment which makes us whole and we get paid by the City but we won't be billing them for sewer service unless they do tie into the pumping station. It will cost \$6 or \$7 thousand for the pumping station and a couple more for pipeline on the property plus the assessment. It will be a much more reasonable cost than a deep gravity system that will be very expensive installed because of the ground water. Once we work up the numbers the residents will get a chance to vote. If they want to be in on the first shot, we give them the money they get to vote. It's 50% plus one and the project moves forward and then its an assessment. The City pays us and they go through an assessment with a hearing.

On air pollution, I still have an issue with what they wrote us up for. We have to work towards a settlement. If you show other environmental improvements, they will reduce the amount they are seeking by 75%. That is why you saw the attachment. We continue to have either have conference calls with our consultant who is also working with the DEP.

There is also a meeting tomorrow for the Quail Project and Dan and I will be meeting with DEP towards Trenton.

Tom Merighi asked regarding the Utopia project, is the fact that it's outside the sewer service area, does that matter? Dennis stated that we can't go forward. We have to also besides designing the engineering side, is go to DEP for a plan amendment to bring it back into the sewer service area. Tom Merighi asked who drew the line? Dennis stated the City did because once you go east of there, except for neighborhood. Perry Barse stated that once you go east of the stream it would be a problem. Joe Reuben thought DEP said that. Dennis stated that just for that neighborhood it's a and W5 zoning with

five acre lots. Planning didn't want to put lots on that side of the stream and the sprawl would continue. That is another thing the DEP would look for. What are the reasons to do this: existing homes, lots are already cleared, very small lots, septic tank issues and zoning is ok? We're not looking to take the line into that three- and five-acre zoning which the A, W 3's and 5's. The line just stays in that neighborhood. It's driven by the underlying public health issue. If you have vacant land and some people may want sewer, you don't have a public health issue. These are existing homes and it's a problem for them. Joe Reuben asked if they could come up to Italia Avenue and tap into that? Dennis said it would come south to Italia. The line serving the restaurant is not big enough to serve them. It would be a new line parallel. We foresaw this somewhat when we did Fisher Gardens, the last manhole coming out of Fisher Gardens coming east is a plastic lined manhole and it had two pipes with two pipe connections. The restaurant is using one. The other one is available. It's a mirror image of Riviera and Venezia. The homes are on the west side of the stream and the groundwater is the same shallow level and they are all tucked in next door.

Field Engineer

Anthony Tobolski reported that South State, the contractor for Contract No. 6 has been working on the West Landis Avenue sewer extension. They started at the vacant lot west of Mavis Tire and they have crossed over Orchard Road. They have another 200 feet of pipe and two manholes left to install to complete that project.

The contractor for Contract 3B which is Burnt Mill Pump station, has installed the valve pit and will be installing the pumps and muffin monster.

Solicitor:

Steve Fabietti reported that last week we filed the site plan application for the Brewster Road Pump Station improvements. We filed a few days ahead of the deadline to get onto the January agenda.

Chairman: No Report

Issues and Correspondence: None

Committee Reports:

Engineering/Plant:

Dennis Palmer reported that we actually skipped this month's progress meeting. There wasn't a lot to talk about. Today a number of people are recalibrating the blowers to run them at a lower speed. Our electric bill this month was down to \$71,000 for the plant. It's only a partial of the new blower system. They are putting in the new aeration system. The

chemical feed pump system was handed over last week and we'll be filling the tanks and using them this week.

Budget/Finance:

Tom Merighi reported that income is approximately \$399,907 or 4.07% over budget and expenses are approximately \$11,044 or .11% over budget. Accounts receivables increased approximately \$1,036,268. Also, we did adopt the final budget resolution.

Dennis stated its multiple steps. You have the introduction, then the public hearing, then they send the approved budget back and then we adopt it. Tom and I talked about the need for a budget hearing at the end of the year because we are a little bit over on expenses. We didn't want to get a note on the back of the audit for next year. We talked to Steve Testa and he said it would only be a note if you didn't have sufficient funds to cover it and you had to take it out of reserves. We're running \$300,000 over on income so there's no need to do a budget amendment and there will be no comment because we're over that little bit.

Human Resources

Dennis stated we took action on the purchasing agent; we had the retirement party for the two retirees who are actually done at the end of the month. Pat is on the road crew and the new person Steve started today.

Public Relations:

Dennis stated that he was invited by the City to attend a workshop meeting as part of the State's new items on best practices if you have a town that has Authorities, that the Authorities should come and give the state of the Authority in a discussion to the council. The Housing Authority and I will represent us and it will probably be at the January workshop meeting. We can report that financially we're good, we're building projects, reinvesting in our infrastructure and doing things prudently.

Insurance Committee:

Carol Ricci reported that in your packet you had a memo regarding the New Jersey Manufacturer's renewal. As I had mentioned last week our experience mod dropped, payrolls were a little higher than when I gave you the initial calculation. That was not the hard number from NJM. Bob English has used last year's payrolls which were just slightly less than this year. It's a difference of about \$2500 to \$3000 more expensive than we had anticipated. Still is a really good number. The net premium dropped, we received a 5% discount, a 15% dividend and our loss ratios are really low.

I'd also like to mentioned that we are getting ready to set up the annual physicals under health and safety. I just received the paperwork. I haven't compared the prices, but for the first year in about four or five years they have raised the prices. Out fellows will be

starting in January this year which is much earlier than normal for their complete physicals.

Allocations/Administration:

Dennis reported that he may come back to you next month regarding the Italian meat specialty plant. Normally when we approve an allocation agreement, they have 45 days to send the check in. I talked to their counsel the other day on two matters. We offered them that if they want to split it in two payments, its about \$200,000, we will allow that and also, they have not yet closed on the land. They asked if they could get an extension. It would be something you would have to do. I'm waiting for a letter to come in. I'll bring it back to the board and we'll extend it another 45 days. Perry asked when they intend to settle? Dennis stated that hopefully it will be in January or the beginning of February. Their payment is probably due 45 days from the last meeting. It's right on the cusp. It would have been due some time in the middle of January. They may be closing by the end of January so one more 45-day extension may be necessary. Perry asked if it would be on the agenda for the first meeting in January. Dennis stated yes and it could even be the second one as the dates fall. That action will come back to you because it is an extension from what you authorized in a resolution.

Old Business: None

New Business: None

Adjournment:

At 6:18 p.m. there being no further business to come before the Board, it was moved by Errickson and seconded by Barse that the meeting be adjourned. Roll call: Barse, Merighi, Villar, Errickson and Reuben voted "yes".

THE LANDIS SEWERAGE AUTHORITY

CARLOS VILLAR, Secretary